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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

31 October 1956

1. Mr. Lyman B. Kirkpatrick, Inspector General, was present by invitation.

2. Office and Staff Chiefs were reminded that estimates for foreign travel under area familiarization and survey programs for the period 1 January - 30 June 1957 are due in the Office of the Deputy Director (Support) by 16 November 1956.

Travel for these purposes must be approved in principle by the DDCI, prior to authorization. Details of the programs are covered by the Director's memorandum of 26 March 1955 to Deputy Directors, Subject: "Foreign Travel Under Area Familiarization and Survey Programs." Support components were provided copies of the Director's memorandum in May 1955.

3. Colonel White read the names of Support personnel selected as nominees to the CIA Carson Council for the Defense Colleges and the Advanced Management Program, Graduate School of Business Administration, Harvard University.

4. The personnel of the Offices of the Deputy Director (Plans) and the Deputy Director (Intelligence) are working extremely hard and long hours because of the recent developments in the world, i.e., Hungary and the Near East strife between Israel and Egypt.

a. All DD/S standby officers should be available at their telephones and adhere strictly to their responsibilities.

b. Support units must be flexible and give fast action that these priority operations require.

c. Every effort must be made to reduce cable traffic to make room for expeditious handling of the operational traffic.

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General [REDACTED] reported that:

a. The Deputy Director (Plans) desires that pouches and not cables be sent to the field on non-operational matters.

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b. It looks as though our [REDACTED] Commo set-up will be able to continue. However, if [REDACTED] is cut off, [REDACTED] can handle emergency cable traffic through [REDACTED].

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c. We assume our dependents are being evacuated from [REDACTED]

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Dr. [REDACTED] reported there are no pouches to [REDACTED]

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and [REDACTED] but pouches to those addresses are going to [REDACTED]

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5. Colonel White reported on his recent trip through the FE field area. He visited practically all FE Stations. He read his written report to the Director which highlighted the major points of interest on a broad level. This report will be distributed to the DD/S Office and Staff Chiefs. Although the trip was to be more education in nature than inspectional, it was, in fact, difficult to separate the two. He pointed out numerous observations at each location visited, relative to support activities, capabilities, planning and performance. In general, some of the major comments are:

a. The need for realistic and effective personnel policies and management for filling slots with trained and competent personnel and positive rotation data on next assignment for field personnel. To accomplish this, primarily at the less desirable posts, directed assignments should be implemented.

b. Considerable effort is required to install effective yet simplified Financial Accounting for Property.

c. Our real estate holdings are substantial and, in fact, excessive at many locations. For the present, however, it is not recommended that we dispose of all or any such excess real estate (except probably [REDACTED]) until [REDACTED] our planning for FE installations take on a more stable position.

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d. Most field installations continue to point out the slowness of Washington answering cables and dispatches, if at all.

Each Office Chief will be contacted by Colonel White for discussion of the specific issues at the Stations, relative to their respective fields of responsibility.

6. Mr. Reynolds pointed out that there probably will be a D. C. Transit Company strike, beginning tonight. Fortunately, through the medium of the Consolidated Charities Drive there is a good list of names of persons who might suffer, and lists of car pools have been prepared in conjunction with the major office components so that employees may find rides to work.

7. The meeting adjourned at 1255 hours.

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